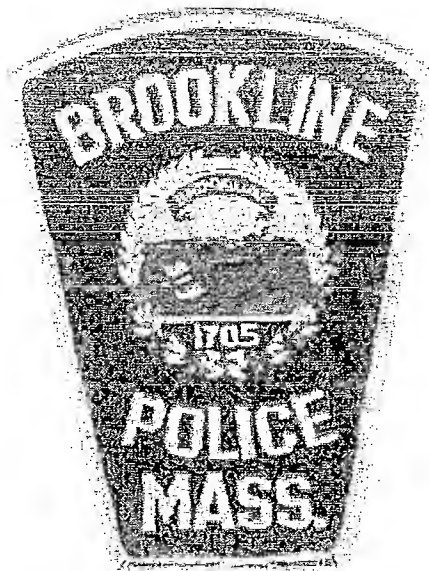


# **BROOKLINE POLICE DEPARTMENT**



# **RESOURCE MANUAL**

VERSION 1.0  
DRAFT AS OF January 31, 2012

## ***DIRECTIONS ON HOW TO USE THIS MANUAL***

Open "Bookmarks" column (icon on the left side of the screen) and look for the topic you are searching for.

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Enter a "keyword" in the search box (above) and enter. You may also open a separate search window by clicking onto the binoculars icon. Your keyword will be highlighted. To view additional appearances of your keyword in the document, use the arrows next to the search box, or hit enter.

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# *Equipment List*

## *Table of Contents*

<u>Division:</u>	<u>Page:</u>
Patrol	4-5
Traffic	6
Community Policing	7-9
Detective	10-11
Information Technology	12
Building	13
Dispatch	14

# Patrol

Item:	Description:	Qty:	Location:
Animal Control Weapon	.410 Mossberg Varmint Gun		Gun Locker - CO's
Ballistic Shields			Van passenger's side
Ballistic Shields			Van passenger's side
Batons, collapsible	Issued to officers - from Larimore Dept Inventory System	101	Issued to officers
Bicycle Registrations	Bike Registrations issued to residents are listed in Larimore Dept Inventory System	23	Larimore Inven Syst
Bicycles, Mountain	Patrol Bicycle Unit - Labeled 1-5	5	Chief's Garage
Binoculars		2 pr	Van passenger's side
Bio-wipe bags		2	Van side compartment
Bullhorns	Batteries in box	2	Van passenger's side
Bullhorns	Needs batteries	3	EOC Storage Room
Bolt Cutters	32"	1	Van passenger's side
Bolt Cutters	24"	1	Van passenger's side
Cooler	approx 45 quart	1	Van floor
Coolers	45 quart - DPW	2	EOC Storage Room
Coveralls and booties		1 bx	Van side compartment
Dry Erase Board	w/ marker	1	Van rear door
Duct Tape		2 rolls	Van passenger's side
Emrg Prep Backpacks	American Red Cross	63	EOC Storage Room
Extension cord	50' heavy duty with triple head	1	Van driver's side
Extension cord	25' medium duty - single head	1	Van driver's side
Firearm, compact handgun	Issued to officers - from Larimore Dept Inventory System		Larimore Inven Syst
Firearm, handgun	Issued to officers - from Larimore Dept Inventory System.		Larimore Inven Syst
Gas Mask	ProMask 40	13	EOC Storage Room
Gas Mask - Canister Filter	40mm to fit gas masks	35	Equipment Rm near gym
Gas Mask - Canister Filter	40mm to fit gas masks	50	EOC Storage Room
Generator, portable	6 KW - gas	1	Shelter Trailer

Generator, portable	6 KW - gas	3	DPW
Generator, portable	6 KW - gas	1	Van driver's side
Generator, towable	375 KW	1	25 Newton St
Gloves	Nitrile - 2 sm, 2 med, 2 lg, 2 XL	8 bx	Van side compartment
Go Bags	American Red Cross	136	EOC Storage Room
Handcuffs	Issued to officers - from Larimore Dept Inventory System	100	Larimore Inven Syst
Helmets	Kevlar	4	Van passenger's side
Infant Care Kits	25 kits per case	4 cs	EOC Storage Room
Less Lethal Shotgun	Remington 870	4	541, 549, 551, House
Light Tower/Generator	4-head light tower, 8KW, diesel	1	Water Dept
Light Tower/Generator	4-head light tower, 4KW, diesel	1	25 Newton St
Lights, Portable Work	Dual head - 500 W each - adjustable height to 5'	2	Van driver's side
Medical First Responder Kits		31	
Medical Supplies	To restock medical first responder kits		Outside Fitness Rm
Medical Supplies	Bulk Storage - To restock area outside Fitness Room		Chief's Garage Storage
N95 masks		1 bx	Van side compartment
OC Pepperball Launchers		2	551 / 552
OC Pepperball Launchers	Air tank to refill canisters	1	Patrol Sgt's Office
OC spray	Issued to officers - from Larimore Dept Inventory System	106	Larimore Inven Syst
Patrol Rifle	Smith & Wesson M&P	5	Evidence/Equipment Rm
Plastic Handcuffs	100 per box	3 bx	Van driver's side
Riot Batons	36"	18	Sallyport: "Brookline" bag
Riot Gloves	"Hard Knuckle" - Size: Large	8 pr	Sallyport
Riot Helmets	Black with Visor	22	Sallyport: "Brookline" bag
Riot Shields	Clear plastic	15	Sallyport
Sledge Hammer	10 lb	1	Van passenger's side
Tarps	12' x 9' - blue	3	Van driver's side
Tent Canopy	11' x 10' - Hi Vis Orange	1	Van floor
Weapons Safe		2	Patrol Sgt's Office

## Traffic

<i>Item:</i>	<i>Description:</i>	<i>Qty:</i>	<i>Location:</i>
Collision Data Retrieval Kit	For collecting crash data from vehicles	1	Traffic Division
Cones	Orange	6	Sallyport
Drag Sled	To calculate road surface friction	1	Traffic Division
Laser Measurement Kit	For taking measurements or use as Lidar	1	Traffic Division
Mapping System	Laser mapping	1	Traffic Division
Marking paint	orange	2 cans	Van side compartment
Message Board	Variable message board	1	DPW
Message Board	MBHSR-Variable message board with remote editing, assigned to Brookline	1	25 Newton St
Message Board	MBHSR - Variable message board with remote editing, solar powered	14	MBHSR communities
Speed Boards		2	Traffic Division
Traffic Counter	Wireless	1	Traffic Division
Traffic Management System	Tracks Pro	1	Traffic Division
Vertical Barricade	42" high with rubber base	8	Sallyport
Vest	"Traffic" - Assorted sizes	63	EOC Storage Room

# Community Policing

<u>Item:</u>	<u>Description:</u>	<u>Qty:</u>	<u>Location:</u>
Automatic External Defibrillator	4 in PSB: Fitness Rm / Booking Rm / Lobby / Det Division - and in cruisers	20	
Bags, Hazmat Equipment	Black for Hazmat Gear	2 boxes 50	EOC Storage Room
BeSafe Floor Plans	All Public Schools, Pine Manor, Beaver Country Day, Park School, St Mary's School	1 each	Van passenger's side
Bicycle, Stationary	Life Fitness 9100	1	Fitness Room
Bicycles, Mountain	Community Service Division - labeled 6-8	3	Fitness Room near gym
Blankets, wool		13	EOC Storage Room
Camera, Video	Tape (1 with Range 3000)	2	Community Service Div
CERT: baseball type hats	Boston CERT	24	EOC Storage Room
CERT: Coveralls, green	Green with CERT label	11	EOC Storage Room
CERT: Coveralls, green	Green without CERT label	10	EOC Storage Room
CERT: Duffle Bags	Green without CERT label	8	EOC Storage Room
CERT: Duffle Bags	Green with CERT label	9	EOC Storage Room
CERT: Flashlights, Handheld	Needs 2 "D" batteries	19	EOC Storage Room
CERT: Flashlights, Headlamp	Needs 3 "AAA" batteries	2	EOC Storage Room
CERT: Goggles, clear safety		81	EOC Storage Room
CERT: Hardhats	Green with CERT label	29	EOC Storage Room
CERT: Hardhats	Green without CERT label	8	EOC Storage Room
CERT: Pullovers, green	Size: XXL	5	EOC Storage Room
CERT: Tee Shirts	Boston CERT	50	EOC Storage Room
CERT: Vest	CERT	20	EOC Storage Room
Circuit Training Machines	Life Fitness - various	6	Fitness Room
Comfort Kits	American Red Cross	150	EOC Storage Room
Elliptical Machine	Life Fitness model 91XI / Life Fitness model 9100	2	Fitness Room
Firearm, compact handgun	Issued to officers - from Larimore Dept Inventory System		Larimore Inven Syst
Firearm, handgun	Issued to officers - from Larimore Dept Inventory System		Larimore Inven Syst

First Aid Fanny Packs	American Red Cross	170	EOC Storage Room
Free-Weight Workstations	Champion Barbell	3	Fitness-Room
Go Bags	American Red Cross	136	EOC Storage Room
Graffiti Removal Spray		6 cs	Equipment Rm
Gun Cleaning Machine		1	Armorer's Room
Hazmat Boots	Size 11	6 pair	EOC Storage Room
Hazmat Boots	Size 12	9 pair	EOC Storage Room
Hazmat Boots	Size 13	10 pair	EOC Storage Room
Hazmat Boots	Size 14	6 pair	EOC Storage Room
Hazmat Boots	Size 15	6 pair	EOC Storage Room
Hazmat Gloves	Black Butyl - assorted sizes	50 pr	EOC Storage Room
Hazmat Suits	Small	4	EOC Storage Room
Hazmat Suits	Medium	3	EOC Storage Room
Hazmat Suits	Large	6	EOC Storage Room
Hazmat Suits	XL	6	EOC Storage Room
Hazmat Suits	2 XL	7	EOC Storage Room
Less Lethal Shotgun	Remington 870	4	541, 549, 551, House
Light Tower/Generator	4-head light tower, 8KW, diesel	1	Water Dept
Light Tower/Generator	4-head light tower, 4KW, diesel	1	25 Newton St
Medical Supplies	To restock medical first responder kits		Outside Fitness Rm
Medical Supplies	Bulk Storage - To restock area outside Fitness Room		Chiefs Garage Storage
Message Boards	4' with letters	3	EOC Storage Room
NAERG	North American Emergency Response Guidebook	1	Van front console
OC Pepper Gel	10% - for use during prisoner bookings	6	Gun Lockers - 1-6
OC Pepperball Launchers		2	551 / 552
OC spray	Replacements		Community Service Div
Patrol Rifle	Smith & Wesson M&P	5	Evidence/Equipment Rm
Play Yard / Crib	Portable for Infant / Toddler	2	EOC Storage Room
Poster Frames		5	EOC Storage Room
Projector	Epson	1	EOC/Comm Service



R&D equipment	Rape Aggression Defense - Pads, "Red Man" Suits, etc	2 sets	Equipment Rm near gym
Range 3000	with 2 Glock weapons, flashlight, OC spray, 6 student touch keypads		Community Service
Ready/Boston Kits	American Red Cross	290	EOC Storage Room
Safety Guides, Jane's	30 MBHSR - 38 generic - Copyright: 2004	68	EOC Storage Room
Sandbags	Fiber, unfilled	100	Water Dept
Sharps containers		1 bx	Van side compartment
Shelter Trailer	See trailer layout	2	BFD Sta 6-Hammond St
Shelter Trailer	For 150 people	14	MBHSR communities
Sign	"Reserved for Media" - A-frame	1	Van passenger's side
Simunition Helmets			
Stairmaster	4400 pt Freeclimber	1	Fitness Room
Surgical Masks	With clear visors	12	Van side compartment
Treadmills	Life Fitness model 9100	3	Fitness Room
Water, Drinking	.5 liter bottles	2 case	Van passenger's side
Water, Drinking	.5 liter - expires Feb 2013	70 cases	EOC Storage Room
Water, Drinking	1 gal jugs - 6 gals per case - expires May 2012	6 cs	EOC Storage Room

## Detectives

Item:	Description:	Qty:	Location:
Binoculars	Issued to Detectives	1	Larimore Inven Syst
Booking Room Videos	Old Booking Room Video Tapes	Multiple	Third Floor Mech Rm
Camcorder	[REDACTED]		[REDACTED]
Camcorder	[REDACTED]		[REDACTED]
Camcorders	[REDACTED]		[REDACTED]
Camera	[REDACTED]		Detective Division
Camera Accessory	[REDACTED]		Larimore Inven Syst
Camera Lens	[REDACTED]		Larimore Inven Syst
Cameras	[REDACTED]		Identification Unit
Cameras	[REDACTED]		Larimore Inven Syst
Casting Kit	For casting footwear impressions	1	Van side compartment
Chemical Hood	For Evidence Processing - Fisher Hamilton	1	Identification Unit
Computer Forensics	Workstation to conduct computer forensics and analysis - Det McDonnell	1	Identification Unit
Computer, AFIS/APIS	Automated Fingerprint and Palm print Identification System	1	Identification Unit
Computer, laptops	Lt Lipson, Sgt Riley, Sgt Ward	3	Detective Division
Copier	Ricoh - IKON # 12271102	1	Detective Division
Crime Scene signs	"Crime Scene - Do Not Enter" - A-frames	2	Van side compartment
Crime Scene tape		8 rolls	Van side compartment
Denstone	For casting footwear impressions	2 bx	Van side

Downflow Workstation	For Evidence Processing - Misonix	1	Identification Unit
DVD copier	Copies 3 DVDs at once - ProCon	1	Identification Unit
Evidence bags	Assorted sizes - paper	Asst	Van side compartment
Evidence cones	small orange - numbered 1-50	50	Van side compartment
Fuming Chamber	For Evidence Processing - Air Science	1	Identification Unit
GPS	Tom Tom	3	Detective Division
Identification Card System	For making ID cards for police and other town agencies - Datacard System	1	Identification Unit
Kits, Crime Scene Processing	Dets Crapo and O'Kane to develop inventory list of ID equipment with intern		
Light sticks	green - break and shake	100	EOC Storage Room
Lights, Portable Work	Single - 500W - not adjustable - low to ground (for crime scenes)	2	Van driver's side
Metal Detector	Handheld - 4'	1	Identification Unit
Metal Detector	Wand type	1	Identification Unit
Plotter	For large format printing (maps, etc)	1	Crime Analysis Unit
Recording System	For audio and visual recording of interviews and interrogations - Cardinal Peak	1	Detective Division
Refrigerator, Sexual Asslt Evid		1	Third Floor Evidence
Satellite Phones - Fixed		2	BPD Comp Rm / EOC
Satellite Phones - Portable	Town Administrator, Police Chief, Fire Chief, DPW Cmsr, Public Health Director	5	Assigned
Shredder, Paper	Fellows C480-C - Large capacity	1	Detective Division
Slave Lights	For flash photography	4	Identification Unit
Sledge Hammer	10 lb	1	Van passenger's side
Tripod	For cameras, etc	1	Van side compartment

## Information Technology

Item:	Description:	Qty:	Location:
Computer Forensics	Workstation to conduct computer forensics and analysis - Det McDonnell	1	Identification Unit
Computer, AFIS/APIs	Automated Fingerprint and Palm print Identification System	1	Identification Unit
Computer, Desktops		74	Lairmore Inven Syst
Computer, Laptops	Lt Lipson, Sgt Riley, Sgt Ward	3	Detective Division
Computer, Servers		7	Lairmore Inven Syst
Copier	Toshiba #TF722	1	Chief's Administration
Copier	Cannon - IKON #: 11595492	1	Community Service Div
Copier	Ricoh - IKON #: 11922298	1	Traffic Division
Copier	Ricoh - IKON #: 12168709	1	Guard Room
Downflow Workstation	For Evidence Processing - Misonix	1	Identification Unit
DVD copier	Copies 3 DVDs at once - ProCon	1	Identification Unit
GPS	Tom Tom	3	Detective Division
Ink Cartridges, Printers		Assorted	Computer Division
Label Maker	Brother P-Touch	1	Computer Division
Mapping System	Laser mapping	1	Traffic Division
Office Supplies	General office supplies except for printer ink cartridges	Assorted	Public Safety Bus. Off.
Paper Slicer	1-large / 1-small	2	Chief's Library
Paper, Printer			Chief's Secretary
Plotter	For large format printing (maps, etc)	1	Crime Analysis Unit
Projector	Epson	1	EOC/Comm Service
Recording System	For audio and visual recording of interviews and interrogations - Cardinal Peak	1	Detective Division
Refrigerator, Sexual Asslt Evid		1	Third Floor Evidence
Shredder, Paper	Fellows C480-C - Large capacity	1	Detective Division
Slave Lights	For flash photography	4	Identification Unit

## Building

<u>Item:</u>	<u>Description:</u>	<u>Qty:</u>	<u>Location:</u>
3-hole puncher	Up to 20 sheets	1	Chief's Library
Air Conditioners, Portable	Fedders	2	Dispatch / CO's Office
Book Binder.		1	Chief's Library
Computer, Desktops		74	Larimore Inven Syst
Eye Wash.		1	Booking Room
Gun Cleaning Machine		1	Armorer's Room
Office Supplies	General office supplies except for printer ink cartridges	Assorted	Public Safety Bus. Off.
Paper Slicer	1-large / 1-small	2	Chief's Library
Weapons Safe	One for long guns, once for handguns	2	Equipment Rm near gym

## Dispatch

<u>Item:</u>	<u>Description:</u>	<u>Qty:</u>	
2 Hole Punch	n/a	1	[
3 Hole Punch	n/a	1	[
Air Conditioner, Portable	Fedders	1	[
Cases of 209A/No Trespass Envelopes	3 Year Supply or more of blank envelopes	2	[
Computer, CJIS Terminal	Primary CJIS Workstation for Dept, include Computer/HP Printer	1	[
Computer, Desktop	Primary Workstations, include 4 Monitors; 2 Keyboards, 2 Mice	4	[
Computer, Desktop	Backup Workstation, includes 1 Monitor, 1 Keyboard, 1 Mouse	1	[
Computer, Laptop	Assigned to Dispatch Supervisor	1	[
Dry Erase Board	w/markers	1	[
Fan	Portable 3 Speed Fan	1	[
Fax Machine	Brother MFC-8220, Capable of Copying/Faxing	1	[
First Aid Kit	Partially Supplied but includes Band-Aids and other items	1	[
Monitor	LG LCD-47LK5, used for Prisoner Cellblock, Building Security	4	[
	Cameras, FATBOT Metro Boston Mapping SI Mapping Program.		
Monitor	Samsung LN46A550, used for Brookline CIMS Cameras	1	[
Paper	30 Day supply of paper for CJIS Station, Brother Fax, Sup. Office	approx 10 cases	[
Printer	HP Business InkJet 2300, Supplied by State 911 Dept for:	1	[
	printing Incorrect ANI/ALI correction documents		
Printer	HP LaserJet P2035, Issued to Dispatch Supervisor	1	[
Radio, Portable	Motorola XTS500R(Fire) and Motorola XTS2500(Police)	4	[
Shredder, Paper	High Capacity Wilson-Jones	1	[
Television	LG LCD-37inch	2	[
Water Bubbler	Poland Spring	1	[